



FAIRFAX COUNTY HERITAGE, MEMORIAL, SPECIMEN, AND STREET TREE
DESIGNATION UNDER CHAPTER 120 (TREE CONSERVATION ORDINANCE) OF THE
1976 COUNTY CODE
EVALUATION REQUEST FORM

A. REQUESTOR

1. Name: _____ Date: _____
2. Address: _____ Phone#: _____

B. COUNTY OFFICE RESPONSIBLE FOR EVALUATION

1. Name: Urban Forest Management Division, Forest Conservation Branch, DPWES
2. Address: 12055 Government Center Parkway, Suite 518, Fairfax, VA 22035-
5500 Phone#: 703-324-1770

C. LOCATION OF TREE

1. Street Address: _____
2. Tax Map Reference Number: _____

D. WRITTEN CONSENT OF OWNER(s)

Pursuant to The Code of the County of Fairfax, Virginia ("County Code"), § 120-3-1(b), as the owner(s) of the property upon which a tree has been identified for evaluation and possible designation according to the Tree Conservation Ordinance, I/we hereby consent to such evaluation and designation of the tree(s) described on this form.

1. Name of Owner: _____
2. Signature signifying Consent of Designation: _____
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E. TREE INFORMATION

1. Common Name: _____
2. Scientific Name: _____
3. Circumference of tree trunk in feet and inches. Measure at 4.5 feet from the ground.

Circumference _____ feet/inches

Diameter _____ inches
4. Vertical height of tree measured to the nearest foot. See attachment for measuring instructions.

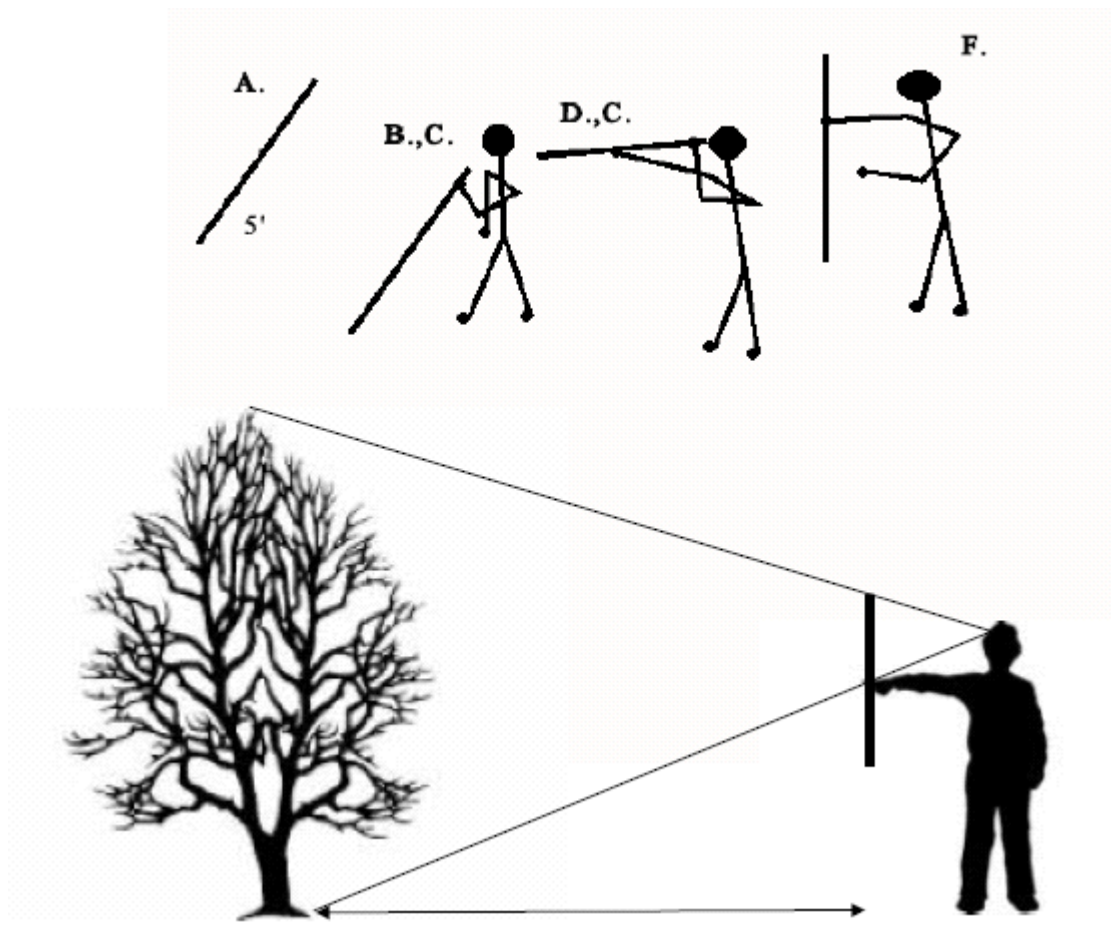
Height _____ feet
5. Average tree canopy spread measured to the nearest foot. See attachment for measuring instructions

Spread _____ feet
6. Age of tree if known. _____ Years
7. Critical Root Zone. _____ (to be determined by Urban Forester based upon PFM)
8. Significance
 - a. Heritage, Memorial, Specimen, Street tree (circle one)
 - b. Provide information that supports this request, such as photos, plaques, newspaper articles, any information that might help the Division evaluate this request.

c. Draw map of tree location below. Show street names and any other information that may be useful in locating the tree.

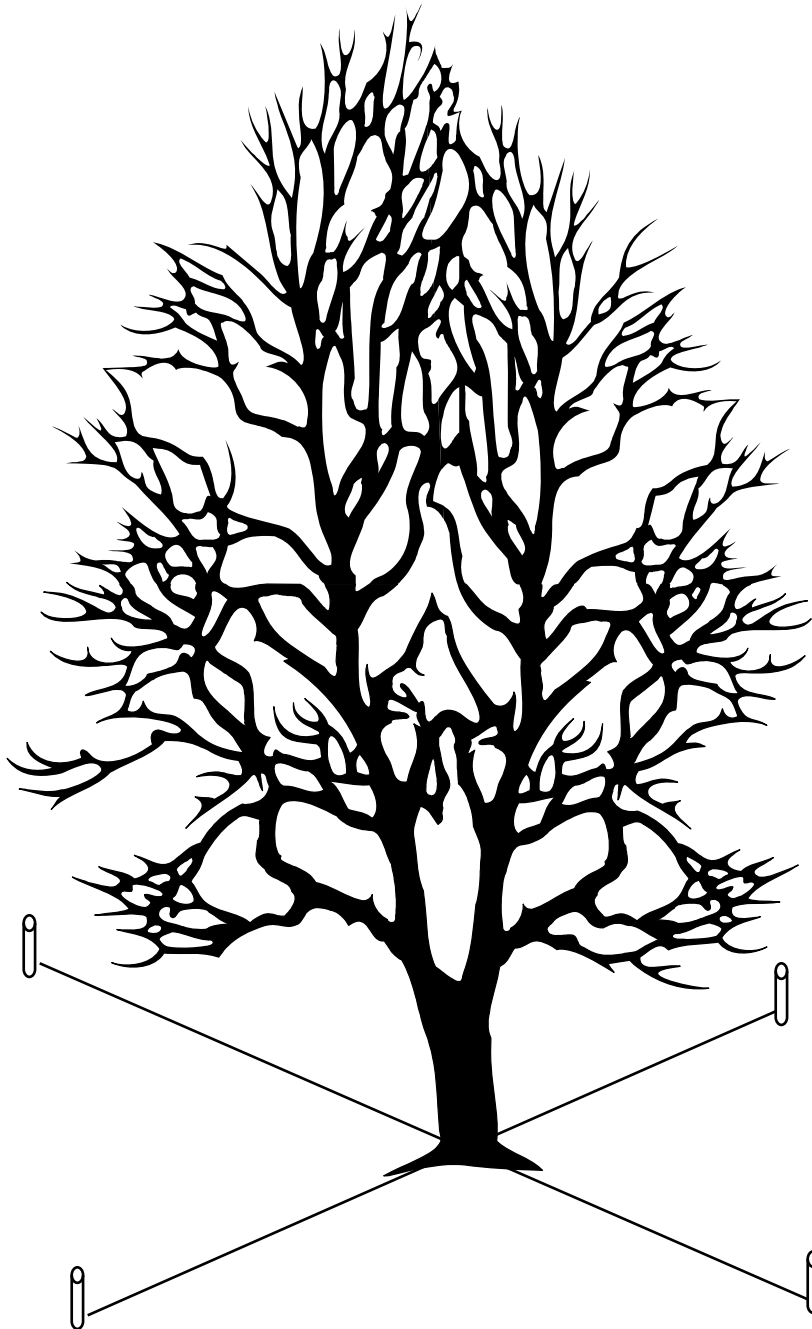
How to measure a tree's height

1. Make a measuring tool
 - a. Find a long straight stick.
 - b. Grasp stick at top with left hand.
 - c. Place left hand against forehead.
 - d. With right arm straight, grasp stick.
 - e. Raise stick parallel to ground.
 - f. Release stick with left hand, so it swings upright.
2. Measure the tree
 - a. Walk up and back until you see the tree behind stick.
 - b. Line up base of tree with right thumb.
 - c. Line up top of tree with top of stick.
 - d. Lower stick to ground, keeping it straight.
 - e. Measure the distance from the stick to the base of the tree. That distance will equal the tree's height.



How to measure a tree's spread

1.
 - a. Place two stakes at the tree's largest crown spread.
 - b. Place two stakes at the tree's smallest crown spread.
2.
 - a. Measure the distance between each stake.
 - b. Average the distance between the smallest crown spread and the largest.



CERTIFICATION

Pursuant to County Code § 120-3-1(b)(5), I/we certify that a copy of this Evaluation Request Form has been provided to the owner(s) of the property on whose land trees are proposed for potential designation.

Signature of Requestor: _____ Date _____

LINK

<http://www.fairfaxcounty.gov/dpwes/publications/pfm/treeordinance/>

MAIL TO: Fairfax County Department of Public Works and Environmental Services, Urban Forest Management Division, Forest Conservation Branch, 12055 Government Center Parkway, Suite 518, Fairfax, VA 22035-5503